



**CITY OF LAS VEGAS**  
1700 North Grand Avenue  
Las Vegas, New Mexico 87701  
Phone: (505) 454-1401 Fax: (505) 454-8027

# PURCHASE ORDER

**PO Number:** 220545

**Date:** 08/26/2021

**Request #:** 290680

**Vendor #:** 06393

**ISSUED TO:** AECOM TECHNICAL SERVICES, INC.  
4840 COX ROAD  
GLEN ALLEN, VA 23060-

**SHIP TO:** City of Las Vegas  
Attn: Utilities Department  
905 12th Street  
Las Vegas, NM 87701

**Vendor Fax #:**

| ITEM | UNITS | DESCRIPTION  | PRICE | PROJ | GL ACCOUNT NUMBER | AMOUNT    |
|------|-------|--|-------|------|-------------------|-----------|
| 1    | 0     | Professional engineering services for the peterson<br>Emergency 13-1-127<br>Professional engineering services for the Peterson Dam | 0.00  |      | 646-0000-650-8736 | 50,000.00 |

DEPARTMENT ORDER

**Approved By:**

**Date:**

8/30/2021

|                  |           |
|------------------|-----------|
| <b>SUBTOTAL:</b> | 50,000.00 |
| <b>TAX:</b>      | 0.00      |
| <b>SHIPPING:</b> | 0.00      |
| <b>TOTAL</b>     | 50,000.00 |

1. Original invoice plus one copy must be sent to: City of Las Vegas, 1700 North Grand Avenue, Las Vegas, NM 87701.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 85-6000149

**Finance Dept. (505) 454-1401 FAX (505) 454-8027**



290680

PURCHASE ORDER NO.:

CHECK APPROPRIATE BOX

DATE: 26 Aug 2021

**PURCHASES UNDER RESOLUTION #14-18 STATE PROCUREMENT CODE:**

- |   |  |
|---|--|
| <input type="checkbox"/> \$0 TO \$19,999.99         | Best Obtainable Price; Requires 3 telephoned, written, faxed or e-mailed quotes; |
| <input type="checkbox"/> \$20,000.00 TO \$59,999.99 | Requires 3 written and signed quotes; (Goods or services)                        |
| <input type="checkbox"/> \$60,000.00 AND OVER       | Formal Process (Requires RFQ, RFP, RFB, etc.)                                    |

☐ BID NO.: \_\_\_\_\_ - \_\_\_\_\_ AWARDED: \_\_\_\_/\_\_\_\_/\_\_\_\_; CONTRACT NO.: \_\_\_\_\_  
(RECORD BID NUMBER, AWARDED DATE, AND CONTRACT NUMBER ABOVE)

- ☐ SPD CONTRACT; SPD NO.: \_\_\_\_\_ EXPIRES: \_\_\_\_/\_\_\_\_/\_\_\_\_.  
☐ EXEMPT PURCHASE; Provide Section No. \_\_\_\_\_.  
☐ GSA CONTRACT; GSA NO.: \_\_\_\_\_ - \_\_\_\_\_ EXPIRES: \_\_\_\_/\_\_\_\_/\_\_\_\_.  
☐ PROFESSIONAL SERVICES; \_\_\_\_\_  
☐ SOLE SOURCE: REQUIRES DETERMINATION AND MUST BE POSTED ON CLV WEBSITE FOR 30 DAYS  
 PRIOR TO PROCURING GOODS AND/OR SERVICES.  
☐ OTHER CITY CONTRACT: NO: \_\_\_\_\_ EXPIRES \_\_\_\_/\_\_\_\_/\_\_\_\_  
☒ EMERGENCY; SECTIONS 13-1-127 STATE PROCUREMENT CODE

**STATEMENT OF NEED:** *(Must Complete)*

Professional engineering services for the City of Las Vegas Dams  
and Reservoirs (Peterson)

\*IN COMPLIANCE WITH THE PROCUREMENT CODE #14-18 THE FOLLOWING QUOTES WERE OBTAINED\*

| DATE | NAME OF VENDOR | PHONE NUMBER   | PERSON CONTACTED | PRICE QUOTED |
|------|----------------|----------------|------------------|--------------|
|      | AECOM          | (303) 674-2770 | Ed Toms          |              |
|      |                |                |                  |              |
|      |                |                |                  |              |

(If needed, attach additional quote documentation to this requisition)

[illegible]

VENDOR: AECOM Technical Services, Inc. TOTAL: \$ 50,000.00

ADDRESS: 6200 South Quebec St. Greenwood Village CO 80111

NM CRS NO.: FEDERAL TAX NO.:

I CERTIFY THAT THIS PURCHASE IS NECESSARY AND THAT THE REQUESTED ITEMS WILL BE PURCHASED AT THE LOWEST BID OR BEST OBTAINABLE PRICE.

|                  |               |
|------------------|---------------|
| BUDGET           | \$ 450,000.00 |
| EXPENDED TO DATE | \$ 6,145.76   |
| CURRENT EXPENSE  | \$ 50,000.00  |
| BALANCE          | \$ 393,854.24 |

SIGNATURE OF PERSON REQUESTING

| FUND              | DEPARTMENT | ACTIVITY |
|-------------------|------------|----------|
| 646-0000-650-8736 |            |          |

APPROVED BY: LE BA 8-27-21 BUDGET AVAILABLE YES: ☒ NO: ☐

WHITE COPY: ACCOUNTS PAYABLE

YELLOW COPY: PURCHASING

PINK COPY: DEPARTMENT

STATE OF NEW MEXICO  
EMERGENCY DETERMINATION FORM

The emergency procurement method (NMSA 1978, Section 13-1-127) may only be used when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions. The existence of the emergency condition creates an immediate and serious need for services, construction or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten:

1. the functioning of government;
2. the preservation or protection of property; or
3. the health or safety of any person.

I. Name of Agency: City of Las Vegas

Agency Chief Procurement Officer: Mrs. Helen Vigil

Telephone Number: (505) 454-1401

II. Name of Contractor: AECOM TECHNICAL SERVICES INC.

Address of Contractor: 6200 South Quebec Street  
Greenwood Village, CO 80111

Amount of prospective contract: \$50,000.00

Term of prospective contract: 90 Days

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract:

The contractor shall perform Professional Engineering Services on an as needed basis, as hereafter stated, for customary and incidental services for the City of Las Vegas Dams and Reservoirs.

The duties of the contractor may include the following services:

- a. Provide day to day consultation as requested by the City Utility Director or designee.
- b. Facilitate meeting with City staff as needed to develop the planning of projects
- c. Complete architectural, structural, mechanical, electrical, plumbing, and civil design services.
- d. Attend coordination meetings with City staff and any pertinent external agencies as required to determine and gain approvals from all pertinent entities.
- e. Prepare and submit construction documents, permit applications, cost estimates, specifications and schedules to review and approval.
- f. Provide technical assistance completing environmental reviews.
- g. Provide assistance completing applications and obtain funding as needed.



- IV. Provide an explanation for the justification of the procurement including a description of the emergency condition(s) requiring use of emergency procurement and the practicable competition utilized in compliance with NMSA 1978, Section 13-1-127.

The contract for the design of these projects is on going and has not been complete. It is contingent that the engineer continue working for the City until the project is complete.

- V. Please describe what measures are being taken to minimize the duration and effect of this particular emergency procurement (for example: is the emergency only in place until a competitive process can be completed, etc.).

The project management office will insure the contract design engineers with sufficient time to complete design packages. The project management office is in the competitive process for design engineers and will insure that designs will be complete before contract expires.

- VI. Describe what measures the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances.

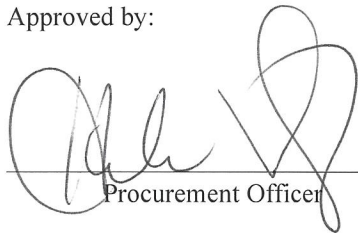
In the future the project management office will insure that contract engineers will have sufficient time on the contract to complete project designs from conceptions to 100% design.

Certified by:

  
Department Director

Date: 8/26/21

Approved by:

  
Procurement Officer

Date: 8/27/2021

Approved:

  
Finance Director

Date: 8-27-21



7595 Technology Way  
Denver, CO 80237  
Tel: 303.694.2770 and 303.740.2600  
Fax: 303.694.3946

08-26-2021

Maria Gilvarry  
Utilities Director  
City of Las Vegas, NM  
E-Mail: Gilvarrym@lasvegasnm.gov  
Office: (505) 454-3832  
Fax: (505) 454-1632

Subject: **Project Invoice for Peterson Dam Replacement Project – Phase 1 Preliminary Design**  
**AECOM Project No. 60616662**  
**Invoice 2000532120**

Ms. Gilvarry:

Enclosed is our project invoice for services related to the Peterson Dam Replacement Project – Phase 1. Our work on the project is detailed below. The current invoice covers unbilled AECOM transactions from July 01, 2021 through August 13, 2021.

## 1. BUDGET STATUS THROUGH AUGUST 13, 2021

### TOTAL PROJECTED COST

| PHASE                       | TOTAL COST*<br>(excluding tax) | APPROXIMATE<br>TAX |
|-----------------------------|--------------------------------|--------------------|
| Preliminary Design          | \$506,492.00                   | \$4,415.33         |
| Environmental Permitting    | \$256,246.26**                 | \$5,253.00         |
| Final Design                | \$755,981.50                   | \$5,166.00         |
| Construction Phase Services | \$315,160.00                   | \$2,153.00         |
| Construction Observation    | \$674,129.00                   | \$46,065.46        |
| <b>Totals</b>               | <b>\$2,508,008.76</b>          | <b>\$63,052.79</b> |

\*Totals do not include yearly rate increases at 4% per year

\*\*We are in the process of revising the Phase 2 (Environmental Permitting) scope and fee to include additional geotechnical investigations and additional survey data and to remove permitting scope that was completed during Phase 1.

### PROJECT COSTS TO DATE

| PHASE                       | TOTAL SPENT<br>(excluding tax) | TAX               | REMAINING<br>BUDGET<br>(excluding tax) | %<br>COMPLETE |
|-----------------------------|--------------------------------|-------------------|--|---------------|
| Preliminary Design          | \$367,950.21                   | \$2,431.34        | \$138,541.79                           | 72.65%        |
| Environmental Permitting    | \$0.00                         | \$0.00            | \$256,246.26                           | 0.0%          |
| Final Design                | \$0.00                         | \$0.00            | \$755,981.50                           | 0.0%          |
| Construction Phase Services | \$0.00                         | \$0.00            | \$315,160.00                           | 0.0%          |
| Construction Observation    | \$0.00                         | \$0.00            | \$674,129.00                           | 0.0%          |
| <b>Totals</b>               | <b>\$367,950.21</b>            | <b>\$2,431.34</b> | <b>\$2,140,058.55</b>                  | <b>14.67%</b> |

Maria Gilvarry  
Utilities Director  
August 26, 2021

**INVOICE SUMMARY (ALL INVOICES FOR THIS TASK ORDER)**

| Invoice Number | Amount              | Date Submitted | Current Status |
|----------------|---------------------|----------------|----------------|
| 2000302913     | \$11,305.28         | 12/20/2019     | Paid           |
| 2000320201     | \$9,960.00          | 2/17/2020      | Paid           |
| 2000353218     | \$42,430.23         | 4/29/2020      | Paid           |
| 2000372147     | \$26,695.09         | 6/18/2020      | Paid           |
| 2000377783     | \$49,485.38         | 7/6/2020       | Paid           |
| 2000403772     | \$43,744.50         | 8/27/2020      | Paid           |
| 2000420627     | \$33,676.10         | 10/2/2020      | Paid           |
| 2000455450     | \$35,359.20         | 1/29/2021      | Paid           |
| 2000470219     | \$71,043.07         | 3/24/2021      | Paid           |
| 2000485353     | \$6,963.93          | 4/20/2021      | Paid           |
| 2000499304     | \$21,837.00         | 5/26/2021      | Paid           |
| 2000506634     | \$12,161.44         | 6/15/2021      | Paid           |
| 2000532120     | \$6,165.76          | 8/25/2021      | Submitted      |
| <b>Total</b>   | <b>\$370,826.98</b> |                |                |

**2. WORK COMPLETED DURING THIS INVOICING PERIOD**

Work being invoiced during this time period includes the following:

- Project management
- Project controls
- Drafting of preliminary drawings for the selected alternative
- Incorporating outlet works pipe into the preliminary drawings
- Populating the Preliminary Design Report

**3. WORK PLANNED FOR THIS INVOICING PERIOD**

- Project management
- Project controls
- Incorporating outlet works pipe into the preliminary drawings
- Drafting of preliminary drawings for the selected alternative
- Populating the Preliminary Design Report

**4. WORK PLANNED FOR THE NEXT INVOICING PERIOD**

- Project management
- Project controls
- AECOM senior reviews of preliminary drawings and design report.
- Development of preliminary construction schedule and cost estimate

Maria Gilvarry  
 Utilities Director  
 August 26, 2021

## 5. SCHEDULE

Project Status Summary      Percent complete: 80%

The approximate percentage completion for each major component for the Project design and documentation is summarized as follows:

- Final Geotechnical Data Report – 90% (new work % complete)
- Final Hydrology Report – 90% (new work % complete)
- Develop and Evaluate Dam Configuration Alternatives – 100%
- Concept Dam Configuration Drawings – 100%
- Environmental Permitting – 100% (% complete for current phase)
- Preliminary Design Analysis – 80%
- Preliminary Construction Drawings – 60%
- Preliminary Construction Schedule – 30%
- Engineering Cost Estimate – 50%
- OSE Submittal and Coordination – 50%

### DELIVERABLES AND MILESTONES

| Milestone  | Planned  | Forecasted | Actual   | Status  |
|--|----------|------------|----------|---|
| Quarterly Report to OSE  | 12/18/19 | 12/23/19   | 12/30/19 | Sent to City  |
| Dam Configurations Presentation  | 3/16/20  | 7/31/20    | 7/28/20  | Complete  |
| USACE Coordination Meeting   | 4/17/20  | 4/22/20    | 4/22/20  | Complete  |
| Draft Prelim Design Report Submitted to City                               | 7/7/20   | 9/24/21    |          |   |
| Final Prelim Design Report Submitted to City                               | 9/10/20  | 11/12/21   |          |   |
| Deliverable  | Planned  | Forecasted | Actual   | Status  |
| Draft Geotechnical Report  | 2/14/20  | 10/9/20    | 10/6/20  | Comments received from OSE on 3-4-21  |
| Draft Hydrology Report   | 2/14/20  | 3/6/20     | 3/9/20   | Draft sent to City and OSE for Review   |
| Concept Drawings   | 3/6/20   | 10/9/20    | 12/18/20 |   |
| Draft Final Geotechnical Report  | 4/16/21  | 4/16/21    |          | Draft Final will be submitted, but final report is dependent on additional investigations to be completed during Phase 2 scope. |
| Final Hydrology Report   | 5/22/21  |            |          | Submittal of final report pending OSE review comments   |
| Alternatives Evaluation Report Draft and Alternatives Cost Estimates Draft | 7/31/20  | 2/22/21    | 12/18/20 | Draft submitted 12/18/2020. Comments received from the City.  |
| Alternatives Evaluation Report and Alternatives Cost Estimates             | 2/22/21  | 4/16/21    |          | Submit final after review meeting with the City   |



Maria Gilvarry  
 Utilities Director  
 August 26, 2021

|                                  |         |          |  |  |
|----------------------------------|---------|----------|--|--|
| Final.                           |         |          |  | Council  |
| Draft Prelim Design Report       | 7/7/20  | 9/24/21  |  |  |
| Draft Construction Schedule      | 7/7/20  | 9/24/21  |  |  |
| Draft Probable Construction Cost | 7/7/20  | 9/24/21  |  |  |
| Draft Prelim Drawings            | 7/7/20  | 9/24/21  |  |  |
| Draft Prelim Report to OSE       | 8/12/20 |          |  | Draft report submittal to OSE is for information only. Their review is not required at this stage. |
| Final Prelim Design Report       | 9/10/20 | 11/12/21 |  |  |

## 6. OPEN ISSUES

### CHANGE ORDER REQUESTS

| Change Request Name                                       | Change Request Number | Request Date  | Current Status |
|---|-----------------------|---------------|----------------|
| Change Order Request 001<br>– Additional Geologic Mapping | 001                   | April 9, 2020 | Approved       |

## 7. CONTRACTUAL UPDATES

- The project purchase order was approved on September 10, 2019 for Phase 1 – Preliminary Design
- Change order 001 was approved by the City for the following totals:

|   |                    |
|---|--------------------|
| Collier Geophysics Data Collection and Mapping -----          | \$ 34,878.00       |
| <u>NM Gross Receipts Tax for Field Work (estimated) -----</u> | <u>\$ 1,192.33</u> |
| Total -----   | \$ 36,070.33       |

If you have any questions or require additional information, please contact me at 303-834-0216 or [amanda.lopez@aecom.com](mailto:amanda.lopez@aecom.com).

Sincerely,



Amanda Lopez, PE  
 Deputy Project Manager  
 303-834-0216